

**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (TANDRIDGE)**

**DATE: 6 DECEMBER 2019**



**LEAD OFFICER: DAVID CURL, SCC PARKING TEAM MANAGER**

**SUBJECT: IMPROVING PARKING ACCESSIBILITY, CROYDON ROAD, CATERHAM**

**DIVISION: CATERHAM VALLEY**

**SUMMARY OF ISSUE:**

To approve a statutory consultation process for the installation of free parking meters at Croydon Road and Godstone Road, Caterham near The Square.

**RECOMMENDATIONS:**

The Local Committee (Tandridge) is asked to agree that:

- (i) The Council advertises its intention to amend traffic orders allowing the installation of free parking meters for 1 hour time limit with no return within 1 hour in Croydon Road and Godstone Road in the vicinity of The Square, Caterham Valley, and that if no objections are maintained, the order is made.
- (ii) If there are unresolved objections, they will be dealt with in accordance with the County Council's scheme of delegation by the Parking Strategy and Implementation Team Manager, in consultation with the Chairman/Vice Chairman of this Committee and the appropriate County Councillor.
- (iii) Funding for the project will be made in full by Caterham BID and Tandridge District Council until April 2023. Arrangements after that time will be made by the Tandridge Local Committee or equivalent body.

**REASONS FOR RECOMMENDATIONS:**

Changes to the highway network, the built environment and society mean that parking behaviour changes and consequently it is necessary for a highway authority to carry out regular reviews of waiting and parking restrictions on the highway network.

It is recommended that the parking changes in this report are progressed as they will help to:

- Improve access to shops, facilities and businesses
- Better regulate parking and serve communities.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 The Caterham Business Improvement District (BID) was set up on 1 April 2017. The Caterham BID incorporates all businesses in Caterham Valley town centre which have a rateable value. The BID is funded by businesses in the BID area who pay the equivalent of 2% of their Business Rates in the form of a levy. This levy then funds the projects outlined in the Caterham BID Business Plan which will be delivered over a 5 year period.
- 1.2 The BID is governed by a Board whose members are representative of different geographic locations and sectors from within the area.
- 1.3 One of the BID's main objectives is to improve access to shops and businesses for visitors and customers to Caterham retail centre, primarily by making the most out of the existing parking facilities in the town.
- 1.4 The most convenient on street parking spaces for accessing shops in Croydon Road are on both sides between The Square and the Waitrose access road, (27 spaces) and Godstone Road and between Clareville Road and the square (5 spaces). These are free limited waiting bays with a 1 hour time limit (no return 1 hour)
- 1.5 Businesses in the area feel that these bays would better serve the local shops if the existing 1 hour time limit could be more effectively enforced (so increasing turnover). At the moment a Civil Enforcement Officer (CEO) needs to regularly manually log the parked vehicles to determine whether they have overstayed. This is time consuming and not very efficient.
- 1.6 The BID have therefore proposed that parking meters are installed to help enforce the 1 hour time limit and so increase turnover and access to local shops. They have offered to contribute up to £21,500 towards the capital cost of the project if free parking can be maintained.
- 1.7 TDC Community Services Committee in January 2019 endorsed the Caterham BID proposal to Surrey County Council to support the installation of parking machines on Croydon Road to enable better on-street enforcement based on the continuation of free parking. TDC have also agreed to fund the ongoing maintenance of P&D machines, £2-3k per annum if required.

## **2. ANALYSIS:**

- 2.1 To improve the enforcement efficiency of the limited waiting bays the most straight forward option would be to install 'parking meters' that would require drivers to either take a ticket or enter their vehicle registration number when they arrived. In this way a CEO could tell straight way how long vehicle had been parked and whether they had overstayed.
- 2.2 To provide sufficient machines, four would be needed in Croydon Road and one in Godstone Road. P&D machines typically cost between £4000 and £6000 to supply and install depending on the specification.
- 2.3 The introduction of 'pay and display' would require an amendment to the parking traffic orders which would cost approximately £1500 if done in isolation

or £500 as part of a parking review. Signs would also need to be changed costing around £750.

- 2.4 The machines would need to be repaired and replaced in the event of damage or vandalism and they would need an annual maintenance contract arrangement after the first year (around £250 each per year). Depending on the frequency of damage annual maintenance costs could be £2000 to £3000. If paper 'display' tickets were used this would increase costs further.
- 2.5 The machines would be serviced and maintained by the parking enforcement team. At the moment this is Reigate and Banstead Borough Council but Tandridge will have a parking enforcement agency agreement between April 2020 and March 2023. It has been agreed by Tandridge District Council and the BID to fund the installation and ongoing maintenance costs of the machines during this period.

### **3. OPTIONS:**

- 3.1 The Local Committee is asked to approve a statutory consultation process for the installation of free parking meters at Croydon Road and Godstone Road, Caterham near The Square.
- 3.2 Options that involve charging a fee for parking would not be consistent with the BID and TDC's objectives to maintain free parking in Caterham.

### **4. CONSULTATIONS:**

- 4.1 The proposed changes to parking restrictions will require a traffic regulation order to be advertised as part of a statutory consultation process. When this starts public notices will be displayed in the local press and on streets where changes are planned. The Council's website also plays an important part allowing residents to view, download and print plans showing all of the proposals. During the consultation period comments and objections can be submitted online or by letter in response to the proposals and/or the making of the order.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The initial set up costs for this project are likely to be around £25,000 for the purchase and installation of 5 machines, traffic order amendments and signing. This will be funded by the Caterham BID.
- 5.2 The ongoing maintenance of the machines could be £2000 to £3000 per year and will be funded by TDC up to April 2023.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 Effective parking restrictions and enforcement can assist accessibility for those with visual or mobility impairment by reducing instances of obstructive parking. Parking restrictions also allow blue badge holders better access to shops and services through the provision and enforcement of disabled bays.

**7. LOCALISM:**

- 7.1 The proposals in the report have been put forward by members of the community and all will be able to comment and have their say during the statutory consultation process.
- 7.2 Communities are represented by County Councillors and committee members who are involved in the decision making process to change or introduce new parking restrictions.

**8. OTHER IMPLICATIONS:**

| Area assessed:   | Direct Implications:                                  |
|--|---|
| Crime and Disorder   | No significant implications arising from this report. |
| Sustainability (including Climate Change and Carbon Emissions)   | No significant implications arising from this report. |
| Corporate Parenting/Looked After Children                        | No significant implications arising from this report. |
| Safeguarding responsibilities for vulnerable children and adults | No significant implications arising from this report. |
| Public Health  | No significant implications arising from this report. |

**9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 The highway network, the built environment and society mean that parking behaviour changes and consequently it is necessary for a highway authority to carry out regular reviews of waiting and parking restrictions on the highway network. It is recommended that the changes in this report are progressed as they will help to:
- Improve access to shops, facilities and businesses
  - Better regulate parking

**10. WHAT HAPPENS NEXT:**

- 10.1 If the committee agree the proposals the traffic regulation order changes will be advertised in the New Year and implemented as quickly as possible by TDC and their parking enforcement team from April 2020.

**Contact Officer: David Curl, Parking Team Manager – SCC Parking Team**

**Consulted:** Caterham BID, Tandridge District Council, Cabinet Member for Highways. The report details locations for consultation.

**Annexes:** None

**Sources/background papers:** None